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MINUTES OF THE BOARD OF TRUSTEES' MEETING
HELD OCTOBER 29, 1964

Present: Mr. Hardin	Mrs. Warren	Mr. Williams
Dr. Wood	Mr. Angell	Mr. Jameson
Miss Voigt	Mr. Arentz	Dr. Paddock
Mr. Cooper	Mr. Osborne	Mr. Wilson
Miss Duffy	Mr. Schein	Mr. Feuerstein
Mr. Mordinger	Mr. Schaefer	Mr. Kilduff
Mr. Baldwin	Mr. Sterling	

Guests: Mrs. Williams and Rev. Ciampaglio

Minutes of the last meeting were accepted as presented.

FINANCE COMMITTEE REPORT

Mr. Williams reported the Finance Committee had met prior to the Board Meeting and it was the consensus of the committee the following changes should be made in the portfolio of the Family Service Bureau:

<u>Sell</u> -	50 shares	American Home Products
	110 "	A. T. & T.
	50 "	J. C. Penney
	50 "	U. S. Steel
	50 "	Virginia Electric Power

The proceeds to be reinvested in stocks which have both growth and income. The Finance Committee felt the profit reflected in the stocks mentioned was excellent and should be reinvested in others that may have similar growth potential. The Board had no objections to the suggested changes.

A meeting of the Investment Advisers to the Finance Committee will be called within the next week and after study will recommend to the Finance Committee reinvestment possibilities. The Finance Committee has the final authority on reinvestment and will report back to the Board at the next meeting the changes made.

TREASURER'S REPORT

Mr. Cooper gave the Treasurer's Report for the first nine months ending September 30, 1964 which showed - Receipts \$89,038.66 - Disbursements \$96,692.62 - Disbursements in Excess of Receipts \$7,653.96. The Treasurer's Report was accepted as presented.

BUDGET FOR 1965

All members of the Board of Trustees were given a detailed proposed budget for the Family Service Bureau for the year 1965. It showed nine months actual expenditures and income and estimated three months expenditures for the balance of the year. The Board thoroughly discussed the budget and felt, after exploration, the proposed figure of \$126,480.76 to be submitted to the Welfare Federation should be reduced \$8,000 to \$118,480.76. It was the consensus of the Board one proposed casework position could be deleted for 1965.

It was moved by Mr. Schaefer and seconded by Mr. Mordinger that the budget as presented and amended be adopted for the year 1965.

MEMBERSHIP COMMITTEE REPORT

Mr. Osborne reported the membership Committee had met on October 27th and reported as follows:

At a meeting of the Membership Committee, the committee studied the brochure that was prepared by the Executive Secretary at the request of the committee at its last meeting. The committee felt the brochure itself had merit and the committee members were asked to take a copy of it with them and make changes as they deemed necessary.

Mr. Sterling felt a letter might be more practical than a brochure per se requesting individuals and corporations to become members of the Family Service Bureau and suggested that a card be designed showing that a person is a member of the Family Service Bureau, similar to the type of card the American Red Cross gives to anyone who enrolls.

The committee also felt if they were going to undertake a membership program, it might be practical to start with the Board of Trustees.

The Membership Committee will meet again on November 10th at 4 p.m. to formulate final plans to launch the Membership drive.

The Board was pleased with the progress the committee had made and the committee intends to have a format for their approval at the November-December Board meeting.

SOCIAL ISSUES COMMITTEE

Dr. Paddock reported the Social Issues Committee had met on October 28th and at this meeting it was the decision of the committee to concern itself for the year 1964-65 with the Economic Opportunities Act, which is commonly referred to as the Anti-Poverty Program. He explained this Act has significance for the Family Service Bureau and the implications of it were so great the committee has decided to study it in detail. There are seven titles to the Act that need more study before the Social Issues Committee can report back to the Board what action and what part the Family Service Bureau can play in becoming a part of this program.

FAMILY SERVICE BUREAU AND TRAVELERS AID SOCIETY

Mr. Hardin reported on October 8, 1964, an Ad Hoc Committee composed of himself, Mr. Wilson, Mr. Osborne, Mrs. Warren and Mr. Kilduff met with representatives from the Travelers Aid Society, Council of Social Agencies and the National Travelers Aid Society representative to discuss the feasibility of Travelers Aid Society being amalgamated with the Family Service Bureau of Newark. Following this meeting, the Ad Hoc Committee met on Monday, October 26, 1964 to discuss the proposal presented to them at the October 8th meeting (each member of the Board of Trustees received a copy of the October 8th meeting, together with a copy of the Pro and Con Statement on Possibilities of the Newark, N.J. Travelers Aid Society and Family Service Bureau Merger). A copy of these minutes are attached to the office copy of these Board minutes.

These minutes detail what transpired and what was requested of the Family Service Bureau of Newark, also the reasons why such a merger seemed practical. However, Mr. Hardin explained that prior to the October 26th meeting with the Ad Hoc Committee of our Board, material was gathered by Mr. Kilduff from the Family Service Association of America; a statistical report of Travelers Aid Society for 1963; reports from the National Travelers Aid Society; included also in this material was the budget of the Travelers Aid Society for 1964.

After thorough study the committee felt at this meeting of the Board a report on their findings should be presented for their considered judgment and opinion. The report of this Ad Hoc committee of the Board of Trustees is hereby made a part of the minutes and it is as follows:

At the request of the Family and Children's Division of the Council of Social Agencies, the Family Service Bureau of Newark was asked to consider the possibility of assuming by merger the Travelers Aid Society of Northern New Jersey. This request was a result of a report made to the Council by a committee, chaired by Mrs. Howard Hageman, which concluded that the Travelers Aid Society of Northern New Jersey be merged with another family service type organization suggesting the Family Service Bureau as one possibility.

Thereafter, your committee reviewed Mrs. Hageman's report, met with representatives of the Travelers Aid Society of Northern New Jersey, the National Travelers Aid Society and the Council of Social Agencies and considered material supplied by F.S.A.A., Travelers Aid Society of Northern New Jersey and the National Travelers Aid Society, as well as budget material, statistical material and other reports relating to the operations, functions and goals of the Travelers Aid Society and to the feasibility of merging a Family Service Bureau with a Travelers Aid Society.

Your committee is aware of the grave problems facing the Travelers Aid Society and not only the urgency but also the importance of a solution to the problem presented. From all evidence, Travelers Aid will cease to exist if a solution is not found. Travelers Aid performs a worthwhile service for the Newark community and your committee recognizes its responsibility to insure the continued performance of such service, consistent with our duty not to impair permanently the services Family Service Bureau is currently rendering and constantly striving to improve.

Your committee considered not only the present service rendered by Travelers Aid Society of Northern New Jersey but also the ideal goals which all Travelers Aid Societies seek. It was assumed that if Family Service Bureau were to merge Travelers Aid Society, it could only be on a basis of an intention to perform, at the very least, an adequate service and not on the basis of an intention to perform a bare minimum or substandard service.

After considering the foregoing, your committee has concluded that, if the merger were accomplished:

- (1) Travelers Aid Society would have to be operated as a separate and distinct function of the Family Service Bureau; under the direction of the Executive Director with a resulting encroachment on his present duties;
- (2) The two functions would have to be physically separated with separate waiting rooms and separate counseling rooms, because of the different types of problems, appointment arrangements and clients involved;
- (3) Different qualifications of staff, operating hours, types of service and staff salaries would lead to possible problems;
- (4) Intake work could only be managed by the maintenance of the separate identities of the two functions;
- (5) A process for administering cash relief would have to be developed;
- (6) A system for after-hours and weekend coverage would also have to be developed to handle emergency Travelers Aid services;
- (7) Financially it would cost approximately \$7,500 to renovate the basement of the Family Service Bureau building to accommodate Travelers Aid Society and an operating budget of \$24,000 for the first year would be anticipated.

Considering the foregoing, your committee concludes that, although physically possible, it would not be desirable for Family Service Bureau to merge and assume the operation of Travelers Aid Society. The divergent nature of the services rendered, to wit, emergent-short term service versus scheduled-relatively long term service; the differing staff approach to be encountered; the divergent nature of clientele with physical-materialistic, as against emotional-sociological, problems; and other differences, all lead to the conclusion that, in the opinion of your committee, not only would the present services of Family Service Bureau be permanently impaired but also, of much greater importance, the welfare of the Newark community would not be served by such a merger.

Your committee also concludes that, to the extent that Travelers Aid Society is doing case-work service within the scope of service rendered by Family Service Bureau, we would eagerly seek to perform such service on a referral or any other basis.

After a lengthy discussion on all the material presented, it was moved by Mr. Faerstein and seconded by Mr. Williams that the findings of the Ad Hoc Committee be accepted. The Board unanimously concurred.

OTHER BUSINESS

VICTORIA FOUNDATION

Mr. Kilduff informed the Board that since the last meeting, representatives of the Victoria Foundation, Mrs. Chubb and Mrs. Parsons, and

representatives from the Board of Education, Dr. Edward Kennelly, Dr. Van Ness, Mrs. Joyner, and Dr. Leontine Young from the Child Service Association had met at the Board of Education offices to discuss a proposal by the Victoria Foundation of financing a study project of children pre-school, nursery and first, second and third grades to ascertain if children from economic depressed areas who give indication of being mentally retarded or slow learners were so, or could the environment in which they live be responsible for it.

The Family Service Bureau of Newark was being asked to participate in studying families involved in the study, which will be done in the Cleveland School district of Newark through group discussion with parents to learn more about why children from the economic depressed areas seem to have difficulty. The Bureau was asked to submit to the Victoria Foundation the cost for participating in this study. Mr. Kilduff believed it would cost the Bureau \$10,000 a year and if the Bureau were to participate, this grant from the Victoria Foundation would continue throughout the life of the study which was not to exceed three years.

The Board agreed to participate in this proposed research study.

FINANCING THE AGENCY TO THE END OF THE YEAR

Mr. Hardin told the Board that it will be necessary to withdraw from our Capital Account \$3,500 to carry on the work of the agency for the remainder of the year. It was moved by Mr. Angell and seconded by Mr. Feuerstein that these funds be withdrawn from U.S. Savings Bank and put into our Operating Account.

Next meeting of the Board of Trustees will be a November-December meeting and will be held on the first Thursday in December - December 3, 1964.

Edward V. Kilduff
Executive Secretary